

Defense Policy Board Membership Balance Plan

Agency: Department of Defense

1. **Authority:** The Secretary of Defense established the Defense Policy Board.
2. **Mission/Function:** The Defense Policy Board provides the Secretary of Defense and the Deputy Secretary of Defense, through the Under Secretary of Defense for Policy, independent, informed advice and opinion concerning matters of defense policy and according to specific tasks from the Secretary of Defense, the Deputy Secretary of Defense or the Under Secretary of Defense for Policy. The Board focuses on: issues central to strategic DoD planning; policy implications of U.S. force structure and force modernization and on DoD's ability to execute U.S. defense strategy; U.S. regional defense policies; and any other research and analysis of topics raised by the Secretary of Defense, Deputy Secretary or Under Secretary of Defense for Policy.
3. **Points of View:** The Secretary of Defense approves the appointment of all individuals to serve on the Defense Policy Board, and its membership shall not exceed twenty-eight members. Individuals who are not full-time federal officers or employees are appointed by the Secretary of Defense as experts and consultants under the authority of 5 U.S.C. § 3109 and serve as special government employee members. All Board members are appointed to provide advice on behalf of the government on the basis of their best judgment without representing any particular point of view and in a manner that is free from conflict of interest.

Pursuant to DoD Policy, Board members shall serve a term of two years on the Board; however, the Secretary of Defense shall renew their appointments on an annual basis.
4. **Other Balance Factors:** Members are selected based on their defense and national security affairs background and represent a cross section of government service, military service, academia and private industry.
5. **Candidate Identification Process:** The Department of Defense's selection process includes the Under Secretary of Defense for Policy requesting recommendations for potential candidates from senior career and political officials within the Department of Defense in consultation with the DoD OGC, White House Liaison Office and the Director, Administration and Management. Candidates will be further scrutinized by the Department of Defense according to governing statutes, regulations and administration policy. Vacancies will be filled as they occur to maintain balance and diversity.

Appointment terms are for a period of two years.
6. **Subcommittee Balance:** Currently, the Defense Policy Board does not use subcommittees. However, if the Department determines that the Board requires the establishment of a subcommittee to perform tasks assigned to the Board by the Department of Defense, then the Department, according to governing statutes and regulations will appoint subcommittee members, who are either regular government employee or special government employee members, in a manner consistent with that used by the parent committee.
7. **Other:** Membership adheres to the administration's prohibition against registered lobbyists.
8. **Date Prepared/Updated:** August 8, 2011